



# FINAL TOUCH FINISHING SCHOOL, INC.

***“You never get a second chance to make a first impression.” -Ralph Waldo Emerson***

Are you making the most of those first crucial moments when meeting someone new? Behavioral scientists tell us that the process of sizing a person up is done on a subconscious/emotional level in the brain. That evaluation is done in 30 seconds or less and can be so strong that it could take as much as five years to erase! These powerful seconds are either confirming your credibility, or denying it, based on your clothing, posture, communication and social skills.

Children who are well groomed, well dressed, and well mannered, have more friends and are viewed more favorably by adults. Success in business requires a polished image and strong social skills. Business people often discover that excellent technical ability alone is not enough to succeed. Eighty-five percent of one's success in life is based on strong social skills.

We are witnessing the third generation of people who do not know what is appropriate for dress and behavior. Lessons once taught and practiced at home, and reinforced in our communities, are now a lost art and a highly valued commodity. How do we turn this tide? One person at a time! Let's teach our children, and practice ourselves, daily courtesy until it is common once again! Thank you for the opportunity to work with you, your family, friends and colleagues. – Deborah King, Founder

*“Thank you for helping my sister and me learn the art of etiquette. We had a great time in the process. My parents were amazed at how much we learned in two days work. I just went shopping and got some collared and button down shirts. I also got a more suitable haircut. When I came home the second day my parents were also impressed with me and my sister's impeccable table manners as well me taking the initiative to write a thank you card. After learning such vital lessons I'm planning on taking the class next year! Your enlightened students, Penton (14) & sister Hayes (12), Seattle, WA*

*“My son, Aden 7 ½, was so enthusiastic following Young Ladies & Gentlemen yesterday. He greeted our dinner guest last night with a proper handshake, eye contact and a smile. This morning he put on his best button down shirt brushed his hair and teeth, washed his ears, made his bed, and set the table for a pancake breakfast. All definite firsts for him! We were so delighted. Thanks for your very obvious contributions to his behavior. Talk about immediate results!  
Sue, Shoreline, WA*

*“Thank you so much for the wealth of information you gave at our training seminar. I learned so much and your definition of manners is wonderful – the best I've ever heard.” Clare, Hilton Hotel, SeaTac, WA*

*“I feel this class is as important as learning the ABC's for children! From a distance at my job I saw my 10 year old son introduce a new friend to a co-worker. I heard my 6 year old daughter say over the phone, “My Mom isn't available to come to the phone right now.” I have also seen a new attention to their personal grooming.” Alice, Bellevue, WA*

*“Thank you for coming to Boise. You were the highlight of our retreat. Your lessons were the talk of the firm for several weeks.” Bruno, Attorney, Ontario, OR*

Member of the International Association of Protocol Consultants

Member of the Association of Image Consultants International - Member of the National Speakers Association  
Certified by the Protocol School of Washington D.C. – Affiliated with Conselle Institute of Image Management

**Featured in:** **Washington State:** Seattle Times, Seattle Post-Intelligencer, Valley News, Federal Way Mirror, Tacoma News Tribune, Bremerton Sun, Seattle Magazine, Seattle's Child, Eastside Parent, Lacey Today, Bellevue Square, Everett Herald  
**and on:** The Point 96.5FM, KISS 106.1FM, KVI 570AM, KOMO 1000AM, STAR 101.5FM, Public Report, Seattle Praise The Lord, Evening Magazine, Q13 FOX NEWS, NW Afternoon, Seattle LIVE, and KING 5 NEWS!

**Mississippi:** Clarion Ledger; **Oklahoma:** The Ardmoreite; **Texas:** Star-Telegram, Wise County Messenger, Southlake Journal  
**and on** KXII First Noon News and Sunday Forum in Oklahoma and Texas, Fox News Good Day Dallas

**Nationally – Real Simple Television**

**Internationally – French 3, Le Retour des Bonnes Manieres**

**Wise Youth Today & Ice Times features a monthly column by Deborah King**

*“It takes a variety of people to challenge us, encourage us, promote us, and most of all, help us achieve a broader dimension of ourselves.” Glenn Van Ekeren*



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*Final Touch Finishing School is a contemporary full service international etiquette and image center.*

We provide a full public schedule in the Seattle, Dallas/Fort Worth, and Los Angeles areas. The vast majority of our programs are done on a private basis. Deborah will work with you personally to develop a program to meet your needs. If you are interested in having a custom program provided at your location, call us! Private consultations are also available.

206-510-5357

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*I had told my daughter Reland, and her friend Olivia, they were going to a "Manners Camp". Poor Olivia thought I said "Mariners Camp" and was aghast when she realized what she was in for. When I picked the girls up three hours later I was amazed! They both were bubbling with information and excitement. We went to lunch and they showed me the correct way to hold their utensils, use their napkins and push in their chairs! I'm happy to say it wasn't a flash in the pan, they continue to use what they learned. You must be the 'Mary Poppins' of manners to make two 9 year old tomboys so excited!*  
Gretchen, Seattle, WA

*Thank you for coming and presenting your Young Ladies & Gentlemen course for my 2<sup>nd</sup> and 3<sup>rd</sup> graders. I was so impressed with how much they learned about manners and social etiquette. The discussions and hands on activities were varied and perfect. In the months following I heard from many proud parents sharing stories of their children applying what they had learned! They were so thrilled and so was I!* Jan Matheny, Grass Lake Elementary, Kent, WA

*"Thank you so much for teaching me about etiquette and for such a great lunch! It was very interesting. I hope to enroll in another class very soon. I quizzed my parents on the things you taught me. Well, let me just say they need to come to your classes! Etiquette ROCKS! Thanks again".*  
Kelly Sutton, Kent, WA

*"Deborah King does a spectacular job of transferring her passion for etiquette and instilling it into the hearts and minds of every audience she is able to work with. She is a dynamic speaker, trainer and is flexible enough to reach the diverse age range that she works with. There is such a tremendous need for etiquette training in our world of accepting "whatever" that the proper way to act in social situations is getting lost. Deborah's passion for 'the cause' helps to revitalize the desire to know the right thing to do. The confidence that was achieved by the young men trained by Deborah was phenomenal. She did a tremendous job convincing them that knowing how to act in social situations would provide them with the confidence they need to be successful in every situation."~ Linda S. Paulk, Dallas, TX*

*"Deborah changes people's lives through her "missionary" work on etiquette. It is her pulpit for preaching the "gospel" of kindness, gratitude, manners and proper behavior. She is a visionary in seeing that these interpersonal skills, so necessary for success in life, were being lost or forgotten by each new generation of Americans. She acted on your vision by establishing a curriculum of courses for children, teens & young adults, knowing that her greatest impact would be through training our future citizens. She has raised the overall consciousness of etiquette, certainly for me and the way I interact with other people. I was already 75% of that type of person. But getting to know her, and receiving her valuable periodic e-mails with tips on social behavior, has helped me reach the next level and strive for the missing 25% at all times. To call me a fan would be an understatement. To see her value as an important Life Coach is closer to the Truth. By "raising the bar" with the standards she sets she simply helps us become better people and to have more fulfilling lives." --Harv Jaffe, Kirkland, WA*

**Public Schools \* Private Schools \* Home Schools \* Mentoring Groups \* Businesses  
Clubs \* Churches \* Department Stores \* Organizations \* Family \* Friends**



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## COURSE DESCRIPTIONS

### Evening of Etiquette                      4 hours                      Adults

Enjoy a wonderful evening of laughter and great information. A perfect opportunity to polish your skills for business or pleasure. Topics include: Business Vs Social Etiquette, Introductions, Handshaking, Name Tags, Business Cards, Finger Foods, Tools of the Table, Dining Do's & Don'ts, Toasting, Appropriate Dress, Image Busters. Each guest will receive a workbook and wonderful multi course meal. Bring your questions!

### Backpack to Briefcase                      18 Hours                      18 to 24

Transitions in life require new skills in order to succeed. Participants will learn how to create and maintain a powerful first impression, master introductions and handshaking, polish verbal and nonverbal skills, identify the difference between business and social etiquette, build a wardrobe for the workplace, handle telephones, cell phones and various electronic media, goal setting, time management, interviewing skills, proper grooming, posture for health and appearance and dining skills. Final course includes an instructional four-course dinner.

### Dating Etiquette                      2 Hours                      17 and Up

Put yourself in tip-top dating shape! Learn the secrets to creating, enjoying, and ending a great date. Topics include: The invitation, handling rejection, first impressions, selecting the activity, conversation tips, body language, handling the check, date killers, and safety.

### Life Skills                      36 Hours                      Teen Girls

Every girl wants to look beautiful and feel confident. Teens discover beauty is not just something you 'paint on', but something that is developed from within. Competence in appearance and etiquette translates into strong confidence in life. Knowing how to present one's self at school, a party, an important event, or in a business setting is vital in today's world. Students practice proper skin care, make-up techniques, posture, nail care, communication skills, a positive attitude, thank you notes, managing time and setting goals. They learn how to build a wardrobe on a budget, how to plan a successful party, handle the telephone, make wise food choices and prepare for the job market. The photo shoot and instructional four-course meal give students an opportunity to put what they have learned into practice and are definite highlights of this program.

### Deluxe Life Skills Overnight Camp                      15 to 24

Sixteen young women will have the opportunity to experience a life changing week at the world famous Garrett Creek Ranch located just NW of the Dallas Fort Worth airport. The food and accommodations are first class at this corporate retreat center! This is not just another camp! Deborah King, and other experts in their field, will be working one on one with each student to help them master skills they will use for a lifetime. How often do we experience something that for the rest of our life we say, "I remember when...." This is a comprehensive week of etiquette and image training.

### Survival Skills                      18 Hours                      11 to 16 Boys

Don't just survive in the social jungle – learn how to *thrive!* Studies reveal that within the first few seconds a dozen assumptions are made about you and your abilities. Discover how you can create and maintain a powerful first impression through appearance and strong nonverbal communication. You will learn how to meet and greet people, carry on a conversation with ease, select clothing that is right for every occasion, organize and care for your wardrobe, make wise food choices, the benefits of proper posture, how to handle the telephone, cell phones, the Internet and how to manage your time. You will also master the basics of dining during an instructional four course meal.

### Basic Training                      11 Hours                      11 to 16

Good manners and good grooming go hand-in-hand with leadership. Teen guys and gals polish your social skills in this fun (*YES, good manners can be fun!*) informative leadership boot camp. Topics include first impressions, appearance, introductions, electronic etiquette, posture, preparing for the job market, communication, handling those first dates and dining skills. Final class includes an instructional four course meal.

### Starting Point                      4 Hours                      11 to 16

Overcome the anxieties about 'how do I look, what do I say, and what do I do', in this fun, fast paced, interactive course. Topics include first impressions, presentation skills, introductions, posture, appearance tips, and manners for movies, shopping and dining. Never again will you wonder how to correctly eat a french fry!

### Art of Etiquette for Teens                      10 hours                      12 to 16

Teens will learn the vital social skills that will boost their confidence and set them apart for success! This interactive course includes: meeting & greeting others with ease, telephone etiquette, conversational skills, first impressions, wardrobe basics, personal care, posture, extending & receiving invitations, thank you notes, interviewing tips, and dining skills. On the final students enjoy a multi course instructional meal. Course includes workbook and meal.

### Looking Good                      6 Hours                      11 to 16

Girls, you know the hot new look! How do you make it work for you? Discover the secrets of having a great complexion and the role proper nutrition plays, while pampering yourself with a full facial and manicure. Each girl will learn how to apply simple make up to achieve a natural look. You will also be introduced to clothing personality, warm and cool coloring, body types and budgeting. This package, along with proper posture, is a powerful communicator and you will see why!

### Preteen Style                      4 Hours                      9 to 11

Girls, discover how to develop your own style and not just follow the crowd. True style and confidence shines from the inside out and enables you to the leader. Learn valuable communication skills, party manners, ways to develop great friendships, maintain a positive attitude, and tips on posture, clothing and nutrition. Experience the steps to great skin as you give yourself a facial!



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## Dining Skills

4 Hours

Adult – Teens – Children

In spite of our fast-paced lifestyle, most of the important and memorable events in our lives occur over a meal. First dates, birthdays, engagements, anniversaries, business meetings and *just because*. Yet surprisingly few today feel confident in a formal setting, and sadly, most are too shy to say so. This course provides you with an enjoyable, private setting, filled with laughter and conversation, where you can master the dining experience. An invaluable opportunity to build all your social skills. Don't let crystal, china and silver intimidate you any longer!

## Young Ladies & Gentlemen

3 Hours

6 to 11

Children rarely beg for the opportunity to attend a class on manners, and yet it is the key to building positive friendships and strong self-esteem. This fun hands-on workshop teaches telephone etiquette, basic table manners, introductions, personal care and posture. Each student receives a 'goodie bag' to take home. Don't be surprised when they come out asking for more!

**\*4 Hour version includes Thank You Notes.**

## Party Manners

2 Hours

5 to 7 Also Available for 7 to 11

It's a birthday party! It is also one of the first social situations that children encounter. Learning how to be gracious as guest, or guest of honor, can be a real challenge. Boys and girls will practice how to meet and greet others, give and receive gifts, basic table manners, eat real birthday cake – neatly – and create their own than you notes.

## Art of Etiquette for Children

10 hours

7 to 11

Children rarely beg for the opportunity to attend a class on manners, and yet it is the key to building positive friendships and strong self-esteem. This fun hands-on course teaches telephone etiquette, introductions, conversational skills, personal care, posture, party manners, thank you notes and dining skills. On the final students enjoy a multi course instructional meal. Course includes workbook and meal.

## Tea Classes

## Women's Day

## Women's Weekend

A variety of other programs are available upon request.

We specialize in customized programs.